

# PROFESSIONAL STANDARDS BOARD

Meeting of Thursday, December 3, 2009

1:15 p.m.

Cabinet Room, Department of Education  
2<sup>nd</sup> Floor South Wing, Townsend Building

## MINUTES

**Members Present:** Joanne Christian, Samtra Devard, Karen Gordon, Cristy Greaves, Lori Hudson, David Kohan, Jill Lewandowski, Gretchen Pikus, Whitney Price, Karen Schilling-Ross and Kathleen Thomas

**Members Absent:** Michael Casson, Marilyn Dollard, Wendy Murray, Shelley Rouser and Juanita Wilson

**Others Present:** Charlie Michels, PSB Executive Director; Pearl Carrington, Secretary; Judi Coffield, Policy Analyst for the State Board of Education, Debra Stevens and Diane Donohue of DSEA, Kelly Sherretz and Austin Egan of DASL.

### Opening:

**Call to Order:** Ms. Thomas, Professional Standards Board Chair called the meeting to order at 1:30 p.m.

**Approval of Agenda:** A motion was made by Mr. Kohan and seconded by Ms. Gordon to approve the Agenda. The motion carried.

**Approval of Minutes:** A motion was made by Ms. Christian and seconded by Mr. Kohan to approve the Board Meeting Minutes of November 5, 2009. The motion carried.

### Review of PSB meeting Norms

Mr. Michels reviewed the PSB Meeting Norms, as established during the November PSB meeting. He stated that he and Ms. Thomas will work hard to assemble a reasonable two hour maximum Agenda, including the posting of estimated time frames, but not by individual items. It was agreed that speakers will be recognized by the Chair or by Mr. Michels and that sidebar conversations will be held outside of the meeting room. The Agenda's format was rearranged a little by moving Action Items to the beginning of the meeting to insure members are present, with Discussion Items following. Presentations have been moved to after Discussion Items. It will be the Board's responsibility to collectively hold Members to these norms.

## II. Public Comment

None.

### III. DOE Report

Mr. Michels stated that Mr. Cruce, the DOE Associate Secretary for Administration and Innovation, and Chief of Staff, sends his regrets that he could not make the meeting. Consequently there was no Department of Education Report.

### IV. Executive Director's Report

- **Regulation 1511 Issuance and Renewal of Continuing License** – On November 19<sup>th</sup>, the State Board of Education Concurred to Publish regulation 1511. This regulation will be a Discussion item during the SBE December 9<sup>th</sup>, and Mr. Michels anticipates an in-depth conversation.
- **State Board of Education Meeting** - It was noted that the January 14<sup>th</sup> SBE meeting has been scheduled in the John W. Collette Center at 1:00 PM, due to DOE Cabinet Room construction.
- **Regulation 1506 Emergency Certificate** – Mr. Michels is researching the 60 day deadline between date of hire and district online application relative to the recently amended regulation. He has helped facilitate some changes in the DEEDS application for an Emergency Certificate, as per district Personnel Director's requests.
- **Regulations 1510 Issuance of Initial License and 1517 Permits Paraeducator** – These two regulations are close to being complete but the collective decision has been made to 'hold' these for a vote to Publish until **1511 Issuance and Renewal of Continuing License** has received Approval by both Boards in January.
- **School Leadership Regulation Work** – Mr. Michels will be attending the School Leader Workgroup meeting on December 14. This committee is comprised of faculty of Delaware Institutions of Higher Education who provide administrative graduate level coursework, current practicing principals, DASL and DOE staff and Mr. Michels. Mr. Michels has recently been working on drafting amended language in the 3 administrative Standard Certificates. One of the thoughts by this work group has been to draft two certificates for regulation **1591 School Principal and Assistant Principal**; one would be titled '**Provisional**' and would be valid for 3 years. A minimum of 2 satisfactory Summative Evaluations would be the basis to award a '**Permanent**' Standard Certificate as a **School Principal and Assistant Principal**.
- **Proposed PSB Regulation Review Timeline** - Mr. Michels stated that he has prepared a PSB Regulation Review Timeline. This document will aid in reviewing and establishing timelines for publication, discussion and approval of regulations, but is subject to change. This will be electronically sent to Board Members in the near future.
- **DOE Strategic Plan:** Mr. Michels stated that the DOE's Strategic Plan was sent to the Governor's Office in early September. Upon the announcement of Governor Markell's "Plan to Strengthen Delaware Schools" Mr. Michels noted that there are some components that may impact the work of the PSB. Some components include: Teacher Leaders, work

with Institutions of Higher Education, Teacher Residency Programs and Teach For America, and Alternative Routes To Certification.

- **Race To The Top (RTTT)** - The DOE and the McKinsey Group has been working on the Federal RTTT application after the Federal regulations and guidelines were released in late November. The Department contracted with the McKinsey Group out of Philadelphia to help write the RTTT proposal application. Mr. Michels has worked on numerous questions with Dr. Barton of the Department's Office of Professional Accountability.
- **HB 224** – This House Bill addresses Teacher Student relationships and if approved would require Delaware educators to participate in a two hour professional development related to this growing state-wide concern. This bill is in the process of moving through the General Assembly and is assumed will be forwarded in January.
- **School Library Media Specialist Program: University of Delaware** – At the request of the PSB, Mr. Michels sent a letter to Dr. Harker, UD President, and related University faculty encouraging the University's College of Education and Public Policy to continue the School Library Media Specialist Program, as this is the solitary Masters level program in the State for certification of this group of educators.

## **V. Action Items**

### **A. Freedom of Information Action Procedures (FOIA):**

Mr. Michels has received on occasion requests for public information. Mr. Michels stated that Board should approve a PSB Freedom of Information Act (FOIA) Procedures Manual in anticipation of future requests. Mr. Michels has been working with Mr. Ron Gough, the DOE Information Officer, who developed the Department's Policy. After a discussion, Mr. Michels requested of the Board a vote to Approve. Ms. Lewandowski moved to approve the PSB Freedom of Information Act (FOIA) Procedures Manual, seconded by Dr. Greaves. The motion carried.

## **VI. Discussion**

### **A. 1503 Educator Mentoring**

This regulation had been amended relative to last month's PSB discussion. The only substantive change since the November PSB was the deletion of Section 5 which currently requires educators transferring to a 'new employing authority' within the state being required to complete a DOE approved, one year mentoring program. It was Mr. Michels' understanding that this Section has never been implemented, nor are there resources available to fulfill these requirements. Mr. Michels will work with Ms. Thomas to determine the potential for PSB Approval to Publish in February. Mr. Michels stated that he had two meetings scheduled and subsequently cancelled with Mr. Cruce, Dr. Barton and Mr. Jackson of the DOE. A meeting is now scheduled for the beginning of the January 2010.

### **B. 1582 School Nurse**

Mr. Michels stated that he has done some further research on the School Nurse Bachelors degree requirement. He has spoken to Mr. David Mangler, Executive Director,

Delaware Board of Nursing about some of the concerns that PSB Members have been referencing; should a school nurse have a bachelor's in nursing. Mr. Mangler was adamant that School Nurses should have a Bachelor degree in Nursing or School Nursing. He felt strongly that we should keep the BS in a Nursing requirement. Mr. Michels stated that Ms. Wolf, the DOE Director of School Services, (including the responsibility for School Nurses) has said that there are several professionals who would like to come and speak about 1582 School Nurse during the January PSB Meeting. Mr. Michels stated that the question in his mind was what are the differences in knowledge and skills between someone with a Bachelor's in Nursing and a DE RN License and someone with only a DE RN License? How do these differences impact the quality of care for the children in a school building? Mr. Michels was encouraged to check on other states' School Nurse regulations to see first of all if state DOE's certify School Nurses, and then secondly, what the requirements are. The School Nurse regulation will be placed on the January 7, 2010 PSB meeting Agenda.

### **C. 1598 Teacher Leader Standards**

Mr. Michels introduced Ms. Kelly Sheretz, an Associate with the Delaware Academy for School Leadership (DASL) who filling in for Dr. Jackie Wilson. Ms. Sheretz briefly spoke to the recent history of Delaware's involvement in Teacher Leadership, including Wallace Foundation support, teacher distributive leadership, succession planning, and additional career opportunities for teacher educators. Delaware partnered with the 'KODAK' group of states interested in the same strategy. [Kansas, Ohio, Delaware, Alabama and Kentucky] All of these states found the need to help prepare for teacher leaders. This committed group created the common definition of a Teacher Leader that subsequently led to Teacher Leader Standards. Fourteen different courses were developed in collaboration by the 5 states and could be taught in either professional development modules or as a Masters level program. It was noted that approving Teacher Leader Standards is appropriate for the PSB to consider, but a Teacher Leader Standard Certificate raises a considerable number of as-of-yet unanswered questions. Mr. Michels stated that he will be meeting with the DOE Cabinet on December 7<sup>th</sup> to discuss this topic in addition to working with the core DE Teacher Leader workgroup and Ms. Thomas.

### **D. 1560 Art Teacher**

### **E. 1563 Music Teacher**

### **F. 1564 Physical Education Teacher**

These three Standard Certificates had never been amended into the revised Standard Certificate formats, as their 5 year review cycle is just now being reached. There has been no change in certification requirements, only the foreshortening of Sections and referencing regulation 1505 Standard Certificate, as has been done in the majority of other curricular certifications. Mr. Michels intends to place these three regulations on the January 7, 2010 PSB Agenda for Approval to Publish.

## **VII. PSB Standing Committees**

### **A. Licensure and Certification Criteria**

The Licensure and Certification Criteria Committee had not met.

**B. Professional Development and Associated Compensation.**

The Professional Development and Associated Compensation Committee had not met.

**VIII. Other**

Mr. Michels presented Ms. Ross an expertly framed, personal Continuing License. Ms. Ross thanked Mr. Michels and the PSB. Ms. Ross told the group that she will be retiring in June, 2010 from the Red Clay Consolidated School District and that she will be sending to Governor Markel a letter of resignation from the PSB.

**IX. Public Comment**

None

**X. Adjournment**

A motion was made by Ms. Devard and seconded by Mr. Kohan to adjourn the meeting. The motion carried. The meeting adjourned at 3:20 P.M.

**During the course of this meeting, the Professional Standards Board may enter into Executive Session to consider strategy with respect to pending and potential litigation or with respect to personnel issues. The Professional Standards Board may also take breaks.**

**The times designated on the agenda are approximate and are listed for administrative purposes only. The Professional Standards Board reserves the right, pursuant to Section 10004(e) of the Freedom of Information Act, to hear any matter out of its order during the meeting.**